

**State Board of Embalmers and Funeral Directors  
Conference Call**

January 11, 2013  
State Board of Embalmers and Funeral Directors  
3605 Missouri Boulevard  
Jefferson City, MO 65109

**OPEN MINUTES**

The meeting of the State Board of Embalmers and Funeral Directors was called to order via conference call by James Reinhard, Chairman, at 9:05a.m.

**Roll Call**

**Board Members Present**

James Reinhard, Chairman  
John McCulloch, Secretary  
Gary Fraker  
Archie Camden  
Eric Pitman  
Collin Follis

**Staff Present**

Sandy Sebastian, Executive Director  
Lori Hayes, Inspector  
Tabatha Lenzini, Administrative Assistant  
Sharon Euler, Division Legal Counsel

**Approval of Agenda**

A motion was made by Archie Camden and seconded by Gary Fraker to approve the open agenda. Motion carried with John McCulloch, Eric Pitman and Collin Follis voting in favor with no votes in opposition.

**Executive Director Report**

Sandy confirmed availability with the members of the board for March 19, 20, 21 for board meeting which were the same dates discussed at the December, 2012 meeting. She stated if everyone was still available for all or a portion of those dates, she would check with Eric who was not at the KC board meeting. All present stated the dates were still options for them.

**Legal Counsel Report**

No report.

**Motion to Close**

A motion was made by Archie Camden and seconded by Gary Fraker to move to close for numbers 1, 2, 7, 9 of the attached motions to close. Motion carried with John McCulloch, Eric Pitman and Collin Follis voting in favor with no votes in opposition.

**Adjournment**

A motion was made by Archie Camden and seconded by Gary Fraker to adjourn 9:45 a.m. Motion carried with John McCulloch, Eric Pitman, and Collin Follis voting in favor with no votes in opposition.

Executive Director: Sandy Sebastian

Approved by the board on: 3-19-20-2013

## MOTIONS TO GO INTO CLOSED SESSION

1. DISCIPLINE  
I move that this meeting be closed and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under Section 610.021, Subsection (1) RSMo and 324.001.9 RSMo for deliberation on discipline
2. LEGAL ACTIONS/LITIGATIONS/PRIVILEGED COMMUNICATIONS  
I move that this meeting be closed and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under Section 610.021, Subsection (1) RSMo for discussing general legal actions, causes of action or litigation and any confidential or privileged communications between this agency and its attorney
3. PROMOTING/HIRING/DISCIPLINING/FIRING EMPLOYEES  
I move that this meeting be closed and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under Section 610.021, Subsection (3) RSMo discussing hiring, firing, disciplining or promoting an employee of this agency
4. DIAGNOSIS/TREATMENT OF DISCIPLINED LICENSEES  
I move that this meeting be closed and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under Section 610.021, Subsection (5) and Section 324.001.8 RSMo. for proceedings required pursuant to a disciplinary order concerning medical, psychiatric, psychological, or alcoholism or drug dependency diagnosis or treatment of specific licensees
5. EXAMINATION MATERIALS  
I move that this meeting be closed and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under Section 610.021, Subsection (7) RSMo for reviewing testing and examination materials
6. EMPLOYEE PERFORMANCE RATINGS  
I move that this meeting be closed and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under Section 610.021, Subsection (13) RSMo for making performance ratings pertaining to individual employees
7. APPLICATIONS  
I move that this meeting be closed and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under Section 610.021, Subsection (14) and Section 324.001.8 RSMo for discussing educational transcripts and/or test scores and/or complaints and/or audits and/or investigative reports and/or other information pertaining to the licensee or applicant for licensure
8. CLOSED MINUTES  
I move that this meeting be closed and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under Section 610.021, Subsection (14) and 324.017 RSMo for the purpose of reviewing and approving the closed minutes of previous meetings
9. COMPLAINTS/ INVESTIGATIVE REPORTS/AUDITS  
I move that this meeting be closed and that all records and votes, to the extent permitted by law, pertaining to and/or resulting from this closed meeting be closed under Section 610.021 subsection (14) and section 620.010.14 subsection (7) RSMo for the purpose of discussing investigative reports and/or complaints and/or audits and/or other information pertaining to a licensee or applicant

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